

COMMISSION MEETING MINUTES
September 30, 2014

The Board of Davis County Commissioners met in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah on September 30, 2014 at 10:00 am. Members present were: Commissioner Louenda H. Downs - Chair, Commissioner P. Bret Millburn, Commissioner John Petroff, Jr., Clerk/Auditor Steve S. Rawlings, Chief Deputy Civil County Attorney Neal Geddes, and Deputy Clerk/Auditor Janet Hanson.

Mark Langston, Davis County Information Systems Director, led the Pledge of Allegiance. All in attendance were invited to stand and join in.

2015 Budget
Meeting
Schedule

The 2015 Budget Meeting Schedule Public Notice has been posted. The meetings begin October 6, 2014 and are open to the public. Also noted on the schedule are closed meetings related to Personnel issues. Commissioner Downs invited and welcomed the public to attend the meetings.

2014 Commis-
sioners' Cup
Grant
applications
available

Commissioner Downs announced the 2014 Commissioners' Cup Grant applications are now available. The Commissioners' Cup Golf Tournament raised \$17,800.00 for the purpose for funding educational youth programs in Davis County. Applications are due by Friday, October 31, 2014.

Informational
Vote By-Mail
video

Davis County now has a Vote By-Mail video. Brian McKenzie, Davis County Elections Manager, and Curtis Koch, Davis County Chief Deputy Clerk/Auditor presented the video at a recent USACCC (Utah State Association of County Commissioners & Councils) conference at the invitation of Commissioner Millburn as the USACCC Chair. Brian spoke and indicated one of the problems the Elections Department has is communicating with the citizens. Their efforts have included sending out flyers and mailers, taking out newspaper ads, and website postings. In conversations with Steve Rawlings, Davis County Clerk/Auditor, Steve indicated he wants to reach out and touch as many voters as possible. The video came about by brainstorming ideas. They contracted with a local videographer to put it together. The purpose of the video is for the engagement of the citizens. The information included in the video could have been put in a letter, but people are more likely to watch a three-minute video. The information included in the video was questions they received during the primary election; Why are we doing Vote By-Mail? What should the voters expect? What happens when the ballots come back? What does the County do to maintain the secrecy of the ballot? What does the County do to maintain the integrity of the election? The video is available on YouTube (<http://www.youtube.com/watch?v=1VS1T5zUbv8>) and posted on the Election's Facebook page which has already had 1200 views. Utah Association of County shared the link of the video on their Facebook page. The Lt. Governor's Office has Tweeted about the video to their followers. Also, a couple of cities have shared it on their Facebook pages. A link to the video was sent to all of the candidates and elected officials in hopes it would answer some of the questions they may have or what some of their constituents or supporters are asking them. The Clerk/Auditor's Office anticipates launching their new website which includes a new Elections webpage and the video will be available there. Steve Rawlings spoke saying Bryon Saxton, Standard Examiner, wrote a nice article and included the video on their newspaper website. The Vote By-Mail video was shown. Brian indicated they were excited about the different approach the video will provide in communicating what we do as County employees and departments as we serve the citizens of the County. It is his hope the citizens will recognize that we are about their business, we are about their work, providing these services, providing for the great county in which we live.

Commissioner Petroff commended them not only for the video but for the excellent way in which they handle the elections. He asked Brian to share the primary elections numbers. He indicated there were 95,000

to 96,000 ballots mailed. Unfortunately, only about 26,000 were returned, although, that more than doubles or even triples neighboring counties. There was only one County-wide race for the Commission seat. As highlighted in the election canvass, over 25,000 of the voters, when given the option of returning their By-Mail ballot or voting at a polling location, they chose to return their ballot. They recognize it is important to maintain some polling locations for voters who cannot vote independently on a paper ballot or for voters who may have misplaced their ballot, or if they do not receive their ballot for one reason or another. They recognize there are some voters who do not want to Vote By-Mail. The overwhelming majority chose to vote By-Mail. There were only 34 negative comments received regarding Vote By-Mail. Well over 25,000 voters seemed to be happy with it. Commissioner Downs appreciated the fact they went to such great lengths to secure the ballots verifying they were not tampered with. She asked him to speak about the ballots where the signatures did not match. Brian said there were a handful of signatures that did not match. They attempted to contact the voters and spoke to a few missionary moms who did not realize they could not obtain their missionary's vote and send it in for them. Those ballots were not counted. It was a good educational opportunity. There were also voters whose signature changed due to medical issues. They were thanked for being contacted. There were some great experiences as they engaged and interacted with the voters. Commissioner Millburn inquired about the number of ballots being sent out for the general election as opposed to the closed Republican primary election. Brian indicated the ballot is two-sided and 17" long. It includes the County elected officials, representatives, senators, US Congressmen and constitutional amendments. Sample ballots are available for review on the Elections Facebook page or www.vote.utah.gov. There will be 137,000+ ballots delivered to the post office on October 6th. Another benefit of Vote By-Mail is receiving the ballot a month in advance to study the issues. Commissioner Millburn said there was a discussion of the pros and cons of the Vote By-Mail at the USACCC Conference. It does change the dynamic of how campaigns are run. He appreciates how there are still voting options, by-mail or at a polling location. Brian is excited to see what the turn-out this November will be and gather more information to determine which path to follow in the future.

Agreement
#2014-327
Premier Food
Safety food
handler training

Lewis Garrett, Davis County Health Department Director, presented the following:

Agreement #2014-327 with Premier Food Safety as a Utah State approved vendor of services for an acceptable and valid means of food handler training (on-line) as outlined in the Utah Code. It is a receivable of \$15.00 per successful trainee. Contract period is date of signage until terminated. Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor. Commissioner Petroff asked what the process was to become a vendor. Lewis indicated they have to submit their process and curriculum to the State. Once the State approves them, they have to get a contract with each of the counties where they want to offer their training. It is important for the Health Department to keep track of who is issued food handler cards if there is a problem or an outbreak.

Budget change
approved for
WIC

Request approval for a budget change in relation to additional funding from the State for the administration of the WIC Program.

<u>Increase</u>	<u>Decrease</u>	<u>Account Name</u>	<u>Account Number</u>	<u>Dollar Amount</u>
(x)	()	Misc Expenditures	15 - 4318 - 610	\$ 28,555.04
()	(x)	FUND BALANCE	15 - 2951 - 000	28,555.04

Commissioner Petroff made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement
#2014-328
Randall
Electric &

Dave Hansen, Davis County Legacy Events Center Director, presented the following:

Agreement #2014-328 with Randall Electric and Controls, LLC to relocate light poles on the south

Controls, light poles at LEC

west side of the Legacy Events Center due to the RV park construction. Commissioner Petroff made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Change order #2013-405D Allstate Construction for a credited amount.

Change order #2013-405D with Allstate Construction in the credited amount of \$12,363.00. It is in relation to the parking lot construction which did not require as extensive of work and materials as estimated. Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Summary list of rental agreements #2014-329 at the Legacy Events Center

Summary list of rental agreements #2014-329 at the Legacy Events Center:				
RENTER	DATE		PURPOSE	\$ AMOUNT
American Martial Arts	Sept. 2,3,4,5,8,9,10,11,12,15,16,17,18,19,22,23,24,25,26,29,30, : Bldg. 1 Oct. 1,2,3,6,7,8,9,13,14,15,17,20,21,22,23,24,27,28,29,30, 2014 Nov. 3,4,5,6,7,10,11,12,13,14,17,18,19,20,21,24,25, 2014 Dec. 1,2,3,4,8,9,10,11,12,15,16,17,18,19, 2014		Karate Class	\$1,740.00
Beehive Small Dog Agility	June 6 & 7, 2015	Bldg. 3	Dog Trial	\$350.00
Beehive Small Dog Agility	June 14 - 18, 2017	Bldg. 1 & 3, Legacy	Dog Show	\$1,810.00
Beehive Small Dog Agility	June 21 - 25, 2017	Bldg. 1 & 3, Legacy	Dog Show	\$1,810.00
Best N West Barrel Race	July 30, 2014	Legacy Center	Barrel Race	\$365.00
Gone to the Dogs Obedience Club	February 28, 2015, March 1, 2015	Bldg. 3	Dog Show	\$350.00
Kimberly Burgess	October 25, 2014	Bldg. 1	Party	\$170.00
National Rifle Foundation Dinner	May 2, 2015	Bldg. 2	Dinner & Raffle	\$845.00
Salty Dogs Agility Club of Utah, Inc.	February 20 - 22, 2015	Legacy Center	Dog Show	\$1,600.00
Teenage Rep. School Board	October 2, 2014	Bldg. 2	Meeting	\$80.00
USA Wrestling Utah	October 24 & 25, 2014	Legacy Center	Wrestling	\$1,725.00
Utah Labor Day Bully Expo	September 20, 2014	Legacy Center	Dog Show	\$1,200.00
Utah State CMA Rally	July 10 - 12, 2015	Bldg. 1, 2, 3, So. Lawn	Bike Rallies	\$700.00

Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Agreement #2014-330 New Life Consignments, children’s clothing sale

Mike Moake, Davis County Legacy Events Center Marketing, presented agreement #2014-330 with New Life Consignments for a children’s clothing consignment sale scheduled for March 24-28, 2015. It is in the receivable amount of \$3,425.00. Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

FY2014 Beer Tax Funds Annual Report #2013-381A

Chief Deputy Kevin Fielding, Davis County Sheriff’s Office presented the following:
FY2014 Beer Tax Funds Annual Report #2013-381A to be submitted to Utah Commissioner on Criminal and Juvenile Justice (UCCJJ). It includes funding to purchase the dog and the remainder to purchase less than lethal equipment. The bulk of the funds are primarily used for personnel and programs related to alcohol and DUI related crimes; i.e. overtime, DUI check points, County Attorney’s Office. Commissioner Petroff made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Budget change approved for 911 funding

Request for approval of budget change in relation to 911 grant funding:				
<u>Increase</u>	<u>Decrease</u>	<u>Account Name</u>	<u>Account Number</u>	<u>Dollar Amount</u>
(X)	()	19-3340-000	911 Grant Revenue	22,431
(X)	()	19-4219-252	Equip Rep/Contracts	22,431

Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2014-331 DSD for SSBG funding the Spark Program

Greg Johnson, Davis County Grants Program Coordinator, presented agreement #2014-331 with Davis School District, Elementary Healthy Lifestyles Department to provide Social Services Block Grant (SSBG) funding for their Spark Program. This is for operational expenses to train teachers and provide materials to facilitate interactive fitness drills with students to improve academic achievement, learning proficiency and student physical fitness utilizing the Spark Program within 1 - 2 elementary schools.

Commissioner Petroff made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement
with Radiant
Designs tabled

Barry Burton, Davis County Planning Department Director, presented the following:

Requested to table the agreement with Radiant Designs. Information relating to the agreement had not been received. Commissioner Millburn made a motion to table the agreement with Radiant Designs. Commissioner Petroff seconded the motion. All voted aye.

Change order
#2014-199D
Ascent
Construction
for a reduction
in costs.

Change order #2014-199D with Ascent Construction for a reduction in costs for mechanical duct material at Kaysville Branch Library due to a design change in which the duct work will not be visible. It is in the credited amount of \$13,450.00. Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Interlocal
agreement
#2014-332
Fruit Heights
City for
planning
services

Jeff Oyler, Davis County Planning Department, presented interlocal agreement #2014-332 with Fruit Heights City to provide planning services on an as-needed basis. The City agrees to pay the County an amount equivalent to the total of the actual costs incurred by the County (salary, overtime salary, materials, supplies and equipment). The contract period is for 50 years. Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Letter to enroll
for the Apple
Developer
Program

Mark Langston, Davis County Information Services Director, presented a letter to Apple Developer Program Support authorizing Davis County to enroll and enter into agreements for the Apple Developer Program. The letter designates Mark Langston as Davis County’s contact. The first requested application is for the Sheriff’s Office to have the ability to send notifications to the public. The apps are for Apple devices only. Other apps can be developed for androids not associated with Apple. Commissioner Petroff made a motion to approve. Commissioner Millburn seconded the motion. All voted aye.

Memo of
Understanding
#2014-333
US Dept of
Agriculture re:
Uinta Express
Oil Pipeline
Analysis by US
Forest Service

Neal Geddes, Davis County Chief Deputy Civil County Attorney, presented Memo of Understanding #2014-333 with the U.S. Dept. of Agriculture to establish the County as a “Cooperating Agency” for the Uinta Express Oil Pipeline environmental analysis that the U.S. Forest Service is undertaking. He explained this allows the County to “sit at the table” and have input in regards to Davis County lands. Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor. Commissioner Petroff commented there were agencies within Davis County who have concerns about the water supplies near the proposed pipeline which could become contaminated.

Resolution
#2014-334
appoint UCIP
representative
and alternate

Commissioner Downs presented resolution #2014-334 appointing P. Bret Millburn as Davis County’s Representative and Curtis Koch as its alternate representative for the Utah Counties Indemnity Pool (UCIP) Annual Membership Meeting to be held on November 13, 2014 in St. George, Utah. Commissioner Petroff made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Letter of
Support to
Midtown
Community
Health Center

Commissioner Millburn presented a letter to Midtown Community Health Center to support their application for Affordable Care Act Homeless Health Center New Access Point funding. Midtown has clinics in Ogden & Clearfield. Midtown is looking to have a homeless health center in Weber County. They are asking for Davis County support because our homeless transcend into the adjoining counties. Commissioner Downs indicated there are over 100 individuals who qualify under the HUD definition of homeless and over 1,200 young people in our schools who qualify by the McKinney-Vinto definition of homeless who would go

north or south for services. Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye.

Budget change
for artwork
purchases
approved

Barry Burton, Davis County Planning Department Director, requested approval of a budget change which reflects a generous donation from Chevron in the amount of \$15,000.00 to be used to purchase some of the art pieces from the County’s new art exhibit:

<u>Increase</u>	<u>Decrease</u>	<u>Account Name</u>	<u>Account Number</u>	<u>Dollar Amount</u>
(X)	()	<u>Artwork Purchases</u>	<u>10-4150-610</u>	<u>15,000</u>
()	(X)	<u>Revenue</u>	<u>10-3690-200</u>	<u>15,000</u>

Commissioner Petroff made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Commissioner Millburn made a motion to convene as the Board of Equalization. Commissioner Petroff seconded the motion. All voted aye.

Property Tax
Register
approved

Dale Peterson, Davis County Tax Administration Director, presented the Property Tax Register which reflected: 13 corrections, 151 property tax appeals for approval, and 22 appeals to be dismissed/denied. Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. Dale reported 3,762 timely appeals have been received. Also of note, there have been 2,186 Assessor initiated corrections.

Commissioner Millburn made a motion to reconvene Commission Meeting. Commissioner Petroff seconded the motion. All voted aye.

Personnel
Register
approved

Commissioner Petroff made a motion to approve the Personnel Register. Commissioner Millburn seconded the motion. All voted aye.

Check registers
approved

Commissioner Millburn made a motion to approve the check registers as prepared by the Davis County Clerk/Auditor’s Office. Commissioner Petroff seconded the motion. All voted aye. Documents are on file in the office of the Davis County Clerk/Auditor.

No Commission comments.

No public comments.

Meeting adjourned.

Clerk/Auditor

Chair